



**STATE OF NEW YORK  
DEPARTMENT OF TRANSPORTATION  
Highway Work Permit Unit  
Pod 42  
50 Wolf Road  
Albany, New York 12232**

Prepare in Duplicate; sign and forward both copies  
to the above address with payment of the \$50.00 fee  
made payable to: NYS Department of Transportation.

**Application for  
CHARGE ACCOUNT AGREEMENT**

Application is hereby made for a Charge Account in accordance with the following general conditions:

1. The permittee will pay to the New York State Department of Transportation the amount they are billed under such charge account within 30 days from the billing date.
2. The New York State Department of Transportation reserves the right to cancel said Charge Account for due cause.
3. This Charge Account Agreement shall be effective from the date of its execution until such time as either party shall give 10 days notice in writing to the other party of its intention to terminate the Charge Account Agreement. No termination of this Agreement shall affect any monies due the New York State Department of Transportation from the permittee for charges which occurred prior to the effective date of termination.
4. The approval of such Charge Account for Highway Work Permits is made to Utilities which have an Undertaking on file or will file with the Department a Certificate of Insurance (PERM 17).

\_\_\_\_\_  
Permittee

Additional Branch Office Addresses that are allowed  
to bill to the Permittee Account indicated at the left:

BY \_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
City State Zip Code

Recommended by: \_\_\_\_\_  
Supervisor, Highway Work Permit Unit

\_\_\_\_\_  
Date

Approved by: \_\_\_\_\_  
Manager, Permits Section

\_\_\_\_\_  
Date